

**Personnel Committee  
Monday, September 16, 2013  
Conference Room B, Beck Municipal Building**

**Minutes**

Members Present: Toni Moran (Deputy Mayor), Paul Shapiro, Denise Keane

Other Council Members Present: David Freudmann, Bill Ryan

The meeting was called to order at 6:35pm.

**1. MINUTES**

The minutes of August 22, 2013 were moved by Shapiro and seconded by Moran. The minutes were approved as presented with Moran and Shapiro voting in favor and Keane abstaining.

**2. HUMAN SERVICES POSITION UPDATES**

Capriola provided an update. K. Bohannon started September 9<sup>th</sup> as the Youth Services Counselor. P. Schneider has been hired as the Human Services Director; she will begin work September 30<sup>th</sup>. A welcome reception will be held for Schneider on Tuesday, October 15<sup>th</sup> at 7pm in Council Chambers. All are welcome. L. Wohllebe has retired from the Senior Center. As a result, K. Yaffee will be at the Senior Center full-time on an interim basis until decisions about a recruitment are made late fall.

**3. LABOR COUNSEL RFQ UPDATE**

Capriola provided an update. The review process is now complete and a preferred firm has been selected by Management. Staff wishes to hire the firm Kainen, Escalera, & McHale, P.C. The Personnel Committee will meet with the firm at a future meeting. Pursuant to the Charter, the full Council will need to vote on the selection at a future meeting.

**4. EXECUTIVE SESSION – Town Manager Performance Review**

Shapiro made the motion, seconded by Keane to go into executive session for the purposes of discussing personnel in accordance with C.G.S §1-200(6)(a) to discuss the Town Manager's performance review. Motion passed unanimously. Committee members entered into executive session at 6:51pm and left executive session at 7:51pm.

The meeting adjourned at 7:52pm.

Respectfully submitted,  
Maria E. Capriola,  
Assistant Town Manager  
Town of Mansfield